

TRANSMITTAL SLIP		
12 Jan 55 (Date)		
TO: Inspector General		
BUILDING Administration	ROOM NO 121	
REMARKS: Kirk: For your information, the at- tached memoranda indicate the action taken as a result of [REDACTED] being placed on "administrative leave" without authority. 15/ LEW		
FROM: Deputy Director (Administration)		
BUILDING Admin.	ROOM NO 226	EXTENSION 717
FORM NO. 36-8 SEP 1946		

STATINTL

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10 January 1954

MEMORANDUM FOR: [REDACTED]

STATINTL

SUBJECT : Admonishment

1. During the period 4 October - 5 December 1954, you were permitted by your official supervisor to accept pay without rendering equivalent services. The nature and circumstances of this arrangement, however, were such that, as a reasonable person and long time employee of this Agency, you should have questioned your status immediately and not have allowed the matter to extend for the period involved. In this respect I consider that you exercised poor judgment and demonstrated an improper attitude toward the Agency.

2. I am admonishing you to profit by this experience and not allow yourself to be placed in such an untenable position in the future. I am making this memorandum a matter of record in your official personnel record.

^{15/}
JAMES A. GARRISON
Chief of Logistics

APPROVED:

/s/

L. K. WHITE
Deputy Director
(Administration)

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